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**From:** McDonald, James [McDonald.James@epa.gov]  
**Sent:** 1/28/2021 4:34:24 PM  
**To:** Gray, David [gray.david@epa.gov]  
**Subject:** RE: draft message

Looks good. Thanks

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**From:** Gray, David <gray.david@epa.gov>  
**Sent:** Thursday, January 28, 2021 10:27 AM  
**To:** McDonald, James <McDonald.James@epa.gov>  
**Subject:** draft message

James – I took a stab at a draft message to our employees. Please feel free to edit it. I'd like to get something out now that the EO has been revoked.

David

Good morning,

Making Region 6 a great place to work is extremely important of me. As noted in Dan Utech's recent all hands, we have several exciting Executive Orders being put in place to help us do just that. Today I wanted to draw your attention to the Biden-Harris Administration action that revokes the EO 13950-Combating Race and Sex Stereotyping. This action clears the way for us to freely continue our efforts in Region 6 that we started last summer.

I've asked James McDonald to lead our Region 6 efforts to review, evaluate and advance our efforts to improve our diversity and inclusion efforts. James is the perfect lead for this regional effort as he also serves as the chair of the National Diversity and Inclusion Action Committee (DIAC). James will work closely with Senior Staff, Special Emphasis Program Managers, EEO Manager Benjamin Vasquez and Dorothy Whaley and HRO Benjamin Bracken. James will direct our development of the Region diversity action plan, implementation of Executive Orders related to Race and Diversity, training and other improvements to advance equity and fairness in our recruitment, hiring and promotion processes.

I believe Region 6 should have the model program and lead by example. It's important that we recognize our opportunities for improvement and take action. Region 6 is a great place to work and by working together, we can assure that we are advancing our commitment to keeping it that way.

David

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**From:** MassMailer <massmailer@epa.gov>  
**Sent:** Thursday, January 21, 2021 6:15 PM  
**To:** MassMailer <massmailer@epa.gov>  
**Subject:** Message from the Chief of Staff



## MESSAGE FROM THE CHIEF OF STAFF

This email message is being sent to EPA employees.

Dear Colleagues,

First, allow me to introduce myself. I'm Dan Utech, and it is my privilege to join the EPA team as the incoming Chief of Staff.

As you know, President Biden has nominated Michael Regan, Secretary of the North Carolina Department of Environment and Natural Resources, as the next Administrator. While we await Secretary Regan's confirmation, I am grateful that Jane Nishida will be serving as Acting Administrator, providing us with steady leadership.

Yesterday, President Biden signed [an Executive Order on Protecting Public Health and the Environment and Restoring Resilience to the Impacts of Climate Change](#), which states that: "it is the policy of my Administration to listen to the science; to improve public health and the environment; to ensure access to clean air and water; to limit exposure to dangerous chemicals and pesticides; to hold polluters accountable, including those who disproportionately harm communities of color and low-income communities; to reduce greenhouse gas emissions; to build resilience to the impacts of climate change; to restore and expand our national treasures and monuments; and to promote economic justice and the creation of the well-paying union jobs necessary to deliver on these goals." EPA will be at the heart of this effort, guided by science as we move to achieve these goals and address other threats to public health and the environment.

President Biden also signed [an Executive Order On Advancing Racial Equity and Support for Underserved Communities Within the Federal Government](#). In addition to providing a framework for advancing equity, it revokes the EO 13950-Combating Race and Ethnicity Bias.

In the coming days and weeks, we will be building out our leadership team. At the end of this email, please find an update on our acting leaders as well as a list of the incoming appointees who onboarded this week. As we and other members of the team get running, we look forward to learning from you and beginning to work together.

I know that the work of EPA relies on the dedicated professionals who carry the agency's mission forward from one Administration to the next. Thank you for your ongoing service to EPA and our country, and for your efforts to protect Americans' health and our environment.

Finally, I want to acknowledge that we begin this transition during the COVID-19 pandemic. I want to assure you that public health is our top priority. As a first step in that regard, yesterday President Biden signed [an Executive Order requiring masks and social distancing in federal buildings](#). This is not a change in telework status but rather a measure to further protect those whose work requires in-person interaction.

Thank you in advance for bearing with us as we onboard amidst these unprecedented circumstances. I am honored to be part of this team.

As we look to our shared work ahead, please take a few minutes to view this [brief video message](#) from President Biden on his commitment in his own words.

Sincerely,

Dan Utech  
Chief of Staff